

SECRET

4 June 1964

MEMORANDUM FOR: Assistant Director, Central Reference

SUBJECT : Dissemination of RFE Material

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1. [] of the CA Staff, DD/P has proposed that (see attached draft):

a. OCR disseminate RFE "overt" material (1000 items per month) within CIA.

b. []

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c. OCR disseminate RFE Telex material (100 items per month) within USIS Community according to reading requirements, except DD/P.

d. OCR maintain record of the number of items within each category processed each month and report totals to CA Staff.

e. OCR not maintain reference files of such material inasmuch as they may be obtained readily through the CA Staff.

2. The RFE Telex material is presently disseminated by the CA Staff as CBLT Reports. One (1) copy is received by DD and is processed into the Intelifax System.

3. The other overt RFE material is presently being received in a haphazard manner by the CA Staff, the CIA Library Acquisitions Branch, and individuals. The CA Staff is proposing that we have one point of receipt in the Agency in order to provide for an orderly distribution.

4. We believe that this relatively small amount of material (about 50 items per work day) could be absorbed by our present work force.

GROUP 1
Excluded from automatic
downgrading and
declassification

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5. If you have no objection, I will advise
that OCR will favorably consider his proposal.

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Chief, Document Division

Attachment as stated.